



USFRCS MEMORANDUM NO. 42

TO: Arizona Charter School Administrators;
Administrators of School Districts Sponsoring Charter Schools

FROM: Magdalene D. Haggerty, Office of the Auditor General
Scott W. Thompson, Arizona Department of Education

DATE: August 21, 2002

SUBJECT: Required Instructional Hours by Grade Level and Days of Instruction

This Memorandum supersedes the portion of Memorandum No. 36 that relates to instructional hours required by grade level. Arizona Revised Statutes (A.R.S.) §15-901(A)(2) sets the minimum number of instructional hours for charter schools and Laws 2002, Chapter 189, Section 2 amends this statute for grades 9 through 12. The table below shows the required number of instructional hours for all grade levels for fiscal years 2002-03 and thereafter.

Fiscal Year	Instructional Hours Required by Grade Level				
	K	1, 2, & 3	4, 5, & 6	7 & 8	9, 10, 11, & 12
2002-03	350	700	875	1050	708
2003-04	352	704	880	1056	712
2004-05	354	708	885	1062	716
2005-06 (and thereafter)	356	712	890	1068	720

The required number of hours for high school subjects remains at 122 hours for FY 2002-03 and increases to 123 hours in FY 2003-04 and thereafter.

A.R.S. §15-341.01 and Laws 2000, 5th Special Session, Chapter 1, Section 54 require charter schools to increase the number of days in a school year to 180 days over a phased-in period. The table on the next page shows the required number of days of instruction based on a five or four day week for fiscal years 2002-03 and thereafter.

Fiscal Year	Days of Instruction Required	
	Five day week	Four day week
2002-03	177	141
2003-04	178	142
2004-05	179	143
2005-06 (and thereafter)	180	144

Schools should revise their FY 2002-03 and subsequent calendars and schedules to meet these requirements.

If you have questions or need assistance, please call the Arizona Department of Education, School Finance Operations Unit at (602) 542-5695, or the Office of the Auditor General, Accounting Services Division at (602) 553-0333.

MDH/SWT/lm